

**Department of Personnel Administration  
Memorandum**

**TO: Personnel Management Liaisons (PML)**

<b>SUBJECT:</b> Travel/Relocation – Mileage Reimbursement rate for use of personal vehicle for Bargaining Unit 6 employees	<b>REFERENCE NUMBER:</b> 2011-027
<b>DATE ISSUED:</b> 6/23/11	<b>SUPERSEDES:</b>

This memorandum should be forwarded to:

**Accounting Officers  
Budget Officers  
Claims Coordinators  
Employee Benefits Officers  
Personnel Officers  
Personnel Transactions Staff  
Personnel Transactions Supervisors  
Travel and Relocation Liaisons**

**FROM:** Department of Personnel Administration  
Benefits Division

**CONTACT:** Ray Asbell, Statewide Travel/Relocation Program Manager  
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Effective May 16, 2011, employees represented by the California Correctional Peace Officers Association (CCPOA)/Bargaining Unit (BU) 6 may claim mileage reimbursement at a rate consistent with the Federal Standard Mileage Reimbursement (FSMR) rate. The FSMR is established by the Internal Revenue Service (IRS).

The current FSMR rates are:

- 51 cents per mile (CPM) for mileage incurred when using a personal vehicle for authorized State business;
- 19 CPM for mileage expenses associated with a State approved relocation for current employees as well as New-Hires to State service.

New provisions of the BU 6 Memoranda of Understanding (MOU) have resulted in the rate changes. Future increases/decreases to the State reimbursement rates in the BU 6 MOU will be tied directly to the FSMR rates as published by the IRS. DPA will notice departments via PML as federal rates are revised.

If you have questions or need assistance with the information provided above, please contact Ray Asbell at the phone number or email address listed above.

/s/Greg Beatty

Greg Beatty, Chief  
Benefits Division